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UNITED STATES DEPARTMENT OF AGRICULTURE  
Agricultural Marketing Administration  
Washington, D. C.

April 22, 1942

ADMINISTRATOR'S MEMORANDUM NO. 9

Surety Bonds

Effective immediately and until further notice, the Purchase Branch after determining the need for a surety bond in connection with all contracts executed by them in the procurement of agricultural commodities and facilities and services in connection therewith, is charged with the responsibility of ascertaining that the bond is acceptable and is authorized to notify the principal and surety when the contract covered by the related bond has been completed, which authority was previously exercised by the Budget and Accounting Division.

It is, of course, understood that all checks or securities received in lieu of surety bonds will be transmitted to the Budget and Accounting Division for deposit or safekeeping as the case may be. Further, the Budget and Accounting Division, upon advice from the Purchase Branch that the related contract has been completed, will take the necessary steps to place the pledgor in status quo, as is now being done under the present procedure.

Roy F. Endickson  
Administrator

